

Greenfield COA Executive Committee Meeting Minutes

Thursday, Oct. 17, 2019 at 2:00 p.m.

at Greenfield Senior Center , 35 Pleasant Street

Present: Marsha Stone, Chair; Janice Colbert, Vice Chair; Pat Jordan, Treasurer; Hope Macary, COA Director, Dorothy Gagnon, Secretary

No guests

Meeting called to order at 2:00 p.m. by the chair.

September Exec. Meeting 2019 minutes were accepted with no changes.

Treasurer: Petty Cash in balance

Communications from staff: Mini split for kitchen awaits tie in by electrician. Sign has been installed. Senior Tax Work Off Program changes suggested by City Council have been tabled pending further discussion. COA Food Services Coordinator personnel requisition form awaits signatures, then we can proceed with hiring process. COA Director continues to manage afterhours use by city depts, boards, committees and commissions. Use by other groups will have to wait until the city has a program plan, financial plan (for fees and expenses) policies, procedures, and finally staff. Director reports handing the city after hours use takes some time but it manageable. Whereas managing a "community center" would have a negative impact on day to day senior center management. Director noted that the facility used CDBG funds for the design of a Senior Center, and the building must continue to be used as a Senior Center for five years. Other use would be permitted, but it must remain a senior center. FY21 city budget process will begin in November and conclude in January. Hence, the new Mayor will be involved. COA Director will ask for guidance from COA board about adding any new positions, such as a social worker -- a position most senior centers have.

Agenda Items to add for the Oct. 24, 2019 COA Meeting:

regular agenda items, plus discussion regarding the BFMC Mental Health unit.

Meeting Adjourned at 2:45 p.m.

Minutes submitted by Hope Macary